

C-O-P-Y

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CHANGE 1
TRAVEL
JUNE 1956

The change proposed for this regulation involves a restatement of paragraph 3e and does not affect the rest of the regulation.

3. POLICY

- a. General - No change
- b. Surface Travel - No change
- c. Air Travel - No change
- d. Operational Equipment - No change
- e. Incidental Expenses

Charges for the transfer, storage and checking of baggage are allowable provided such charges are incurred exclusively in connection with official business. Allowable expenses shall include the cost of packing necessary to prepare baggage for overseas shipment, cartage charges incidental to overseas shipment and the cost of fees or tips paid to porters or baggagemen for handling baggage at transportation terminals not to exceed customary local rates. Tips to porters and baggagemen in hotels or other places of lodging are included in per diem allowances and may not be reimbursed as a separate charge.

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